

The meeting was called to order at 6:00 PM by Rebecca Matsco, Chair of Supervisors, with a flag salute. In attendance: Al Cwynar, Rebecca Matsco, and Earl Shamp, Supervisors; Mike Jones, Solicitor, Dan Sell, Engineer. Guests: George Barnes, Casey Harrington, Tim Wetzel, Bill Winkle, Vicki Carlton, Jim Gabel, Terry Baumgartner, Lauren Patton, Capt. Jon Hall.

Supervisor Matsco made the following announcements:

Larry Dorsch and representatives from Moore's Towing attended the Public Work session held at the Township Building on September 27th.

The Raccoon Creek Greenway Steering Committee met at the Township Building on October 10th.

On October 4th, Shell's Community Project Team (with the help of Justin Cwynar) painted the playground equipment and landscaped the grounds for Potter Township and also worked with Ms. Matsco at the Tank Farm.

Motion to approve Minutes of the Regular Business Meeting held on September 13, 2017 was made by A. Cwynar and seconded by E. Shamp. Motion carried.

Citizens had no additions to agenda.

OLD BUSINESS:

MOTION: E. Shamp SECOND: A. Cwynar MOTION CARRIED
Motion to Ratify the signing of a Resolution of the Township of Potter, Beaver County, Pennsylvania Approving the Le Petomane XXIII, Inc. Subdivision and Land Development Plan No. 1. The Agreement was signed at the September 27th public work session.

NEW BUSINESS:

Guiderail bid opening: We received no bids but already had 2 quotes.
PennLine: \$33,987.50 for new material/ \$29,405 for salvaged; Green Acres: 36,403.50 new/\$29,066 for salvaged.
Motion to purchase new PennLine @ \$33,987.50 made by A. Cwynar, seconded by E. Shamp. Motion carried.

Motion to approve the bid from Enders' Construction LLC for \$4,200.00 to replace the roof on the Township picnic pavilion and repair the roof over the man door of the old Township garage. Motion made by E. Shamp, seconded by A. Cwynar, motion carried.

Motion to approve the 2016/2017 winter commodities contract with Morton Salt, Inc., the low bidder at \$55.95 per ton for road salt through the Beaver County Regional COG. Motion by A. Cwynar, seconded by E. Shamp, motion carried.

Motion to authorize advertisement in the Beaver County Times for bids to replace a cross-drain on E Mowry. Motion by E. Shamp, second by A. Cwynar, motion carried.

SOLICITOR'S REPORT:

The GHRIP intergovernmental cooperation agreement will be complete soon, so we can meet with partners.

ENGINEER'S REPORT:

Discussion was held about how much detail to include in bid advertisement of cross drain replacement on E Mowry Rd. Dan will prepare bid package with site map and material estimates. We will hold bid opening at November 8 meeting.

M. Jones asked for confirmation that there is a stormwater maintenance plan for the Shell parking lot and that we properly approved the CTWA intake project. Dan will check the parking lot plans and do an inspection. He confirmed we received a complete submission mid-2015 for the water intake. M. Jones will check that we approved it by resolution in a meeting.

PLANNING COMMISSION:

Chair L. Patton submitted a proposed Rental Ordinance for the Supervisors to review. Planning Commission will NOT meet in October.

FIRE DEPARTMENT:

Chief Carlton detailed the following VFD events: Boscov's event 10/17 at the Mall; 10/21 Beer Cruise; the 11/5 Paint & Sip at the township building will be BYO. 11/7 Election Day Bake Sale. 11/11 Food Raffle for Thanksgiving baskets. The Federal Govt denied our department a FEMA grant again this year. It is waiting for word from a Shell grant application made in the past quarter. Chief Carlton working with Shell for a safety event. Letter from Potter Solicitor to a VFD member has received no response. The Dept will work with Solicitor on next steps. CCA has not yet filed 2016 taxes, though we have a 3-year contract for this. Production on new truck pushed back a month; delivery likely after February 1. Trick or Treat will be patrolled by VFD with many thanks from the Supervisors.

ROAD DEPARTMENT:

R. Matsco asked if Supervisors would like a meeting about Raccoon Creek road closure with state legislators, surrounding communities and Penn DOT, which was approved. She will pursue this. She also asked for direction on having J. Cwynar take a load of trash on Raccoon Creek Road to the Valley Waste facility, which was approved.

POLICE REPORT:

There have been many complaints that Rt 18 near I-376 has become hazardous because employees parking at the Mall make U-turns to get a ramp toward Pittsburgh. Capt. Hall does not have information about length of ramp closure but confirmed there is an issue. Penn DOT would need to post "No U-Turn" but police cannot otherwise respond. Beginning Monday, 10/16, Shell will begin using parking lots and we can expect about 200 vehicles exiting between 5:30 and 6:30 PM at first, increasing to about 800 cars by late November. Morning traffic will be more staggered, using motor coaches; an officer will be posted for evenings. No changes to traffic lights is currently anticipated. Potter can post this information to Facebook and our website. In November, thanks to a grant from Shell, 30 officers will attend Advanced Driving School.

REAL ESTATE TAX COLLECTOR:

Christie Floyd-Gabel did not submit a Real Estate Tax Report to the Supervisors.

OTHER BUSINESS:

G. Barnes complained about property conditions at 319 Pleasant Drive, noting that the Potter Newsletter states what is allowed on property but allow violations to continue. The Zoning officer is pursuing this most obvious case, but there are other violators on the road.

R. Matsco reported that the Greenways Steering Committee met and heard very encouraging information from the project consultant, that the Tank Farm blending barns can likely be re-used and there will likely be a wetlands project on the Tank Farm beginning in a few weeks. A public meeting on October 25th will invite citizen input on uses for the Tank Farm and Rocky Bottom recreation areas.

TREASURER'S REPORT:

Chair Rebecca Matsco offered the Treasurer's Report in the absence of the Secretary-Treasurer:

The balance in the	General Fund Account is	\$397,276.89	Bills for this account totaled \$42,437.66
The balance in the	State Liquid Fuels Account is	\$1,316.75	Bills for this account totaled \$9,870.38
The balance in the	Capital Equipment Account is	\$84,698.38	There were no bills for this account
The balance in the	Escrow Money Account is	\$12,843.83	Bills for this account totaled \$37,040.00
The balance in the	Wage Tax Account is	\$60,068.20	There were no bills for this account
The balance in the	Public Safety Account is	\$1,816,588.56	There were no bills for this account
The balance in the	DCNR Grant Fund Account is	\$40,078.98	There were no bills for this account

Motion to approve the Treasurer's Report and pay the bills for the months of October was made by A. Cwynar, seconded by E. Shamp and approved.

ANNOUNCEMENTS:

The Supervisors will conduct a Budget Work Session on Wednesday, October 18th at 6:00 pm in the Township building.
The Supervisors will conduct a Public Meeting for the Tank Farm/Rocky Bottom project on Wednesday, October 25th at 6:00 pm in the Township building.

The Planning Commission will not meet this month.

Trick or Treat will be held on Tuesday, October 31 from 5:30 to 7:30. Watch for little goblins when driving that evening.

The Supervisors will hold a Work Session on November 1st at 6:00 pm.

The Golden Fifties Dinner is scheduled for Saturday, November 4th with dinner being served at 5:00 pm. This year's theme is a "Sock-Hop"!

Election Day is Tuesday, November 7th. Polling Hours at the Township Building are 7 am — 8 pm. The Potter Twp.

Volunteer Fire Dept. will hold a soup & bake sale on Election Day!

The next Regular Business Meeting is scheduled for November 8th at 6:00 pm.

Motion to adjourn was made at 6:59 PM by E. Shamp, seconded by A. Cwynar and approved.

Respectfully submitted,

Supervisor Rebecca Matsco, Chair
Potter Twp. Board of Supervisors